

## MANUFACTURE AND INSTALLATION OF SHELVES FOR THE SUPPLY ROOM

To all Bidders:

The U.S. Embassy in Quito, Ecuador requires the provision of 206 modules of metal shelving of 2.16x0.94x0.47m (height x length x width), arranged in twelve rows of 16 modules and one row with 14 modules.

If you are interested in submitting a proposal on this project, please contact Ana Jimenez, JimenezAE2@state.gov, in order to send you the complete solicitation package.

If you intend to submit a proposal, you should thoroughly examine all documents contained in the scope of work.

The Embassy intends to conduct a site visit, **Wednesday, February 17th, at 10:00 am**, at the US Embassy in Quito, located at Calle Avigiras E12-170 y Guayacanes. All prospective bidders are invited to attend.

Offerors planning to attend the site visit must submit the Name, Phone number, Organization/Company, ID or Passport No. and Nationality, of their company's representatives to the attention of Ana Jimenez, email: JimenezAE2@state.gov; no later than 4:00 p.m., local time, on **Thursday, February 11, 2021**. This information must be provided in order to ensure access to the site. No substitutes or additional persons may attend the site visit. Attendees are requested to carry copy of the solicitation document and their Photo ID along with them. Without Photo ID no person will be allowed to attend the site visit. Attendance is limited to two persons per company.

**During the site visit, social distancing will be practiced. Attendees will be asked to keep six feet apart and masks are to be worn at all times.**

The Government of Ecuador has strict regulations for anyone traveling to Ecuador from a foreign country. Please see the U.S. Embassy of Ecuador web page for the most current information on restrictions: <https://ec.usembassy.gov/covid-19-information-ecu-2/>

Pursuant to FAR 4.1102, bidders are required to be registered in SAM (System for Award Management) at the time a quotation is submitted.

In order to register to SAM, please follow the instructions detailed in the following link.

<https://www.sam.gov/SAM/pages/public/help/samInternationalUserGuide.jsf>

Direct any questions regarding this solicitation, **by e-mail**, to Mr. James Kuebler, Contracting Officer, KueblerJM@state.gov, José Balseca, Procurement Supervisor, BalsecaJJ@state.gov, and, Ana Jimenez, JimenezAE2@state.gov, before 4:00 p.m., local time, on Tuesday, February 23, 2021.

Your proposal must be submitted, **by e-mail**, to the Contracting Officer, James Kuebler, KueblerJM@state.gov; Procurement Supervisor, José Balseca, balsecajj@state.gov; and, Procurement Agent, Ana Jimenez, JimenezAE2@state.gov, **before 4:00 p.m., local time, on Tuesday, March 2, 2021**. No proposal will be accepted after this time.